

**STILLWATER COUNTY
COMMISSIONER MINUTES**

Notice: These minutes reflect the proceedings of the Board of County Commissioners. The official minutes are on file with the Clerk and Recorder MCA 7-4-2611(2)(b).

**REGULAR MEETING
December 14, 2021**

PRESENT Commissioners Mark Crago, Chair, Tyrel Hamilton, Steve Riveland, members, Shannon Fisher Admin Assistant.

Others Present: Bill Pronovost, DES; Kevin Ray, Road & Bridge; Randy Smith, SCSO; Jerry Friend, Treasurer; Chip Kem, SCSO; Marlo Pronovost, Stillwater County News.

PLEDGE Commissioner Crago opened the meeting with the Pledge of Allegiance.

MINUTES October 19, 2021, November 30, 2021. Commissioner Hamilton **MOVED** to approve the minutes as presented. Commissioner Riveland **SECONDED**. No discussion. Motion passed unanimously.

CLAIMS None presented.

CONSENT AGENDA **Board of Health**
A) Cooperative agreement between MDPHHS and the Board of Health to establish a payment schedule for inspections of licensed establishments.

FILE ITEMS **MDT**
A) County Bridge Inspection Reports

Sheriff
A) Report for the month of November in the amount of \$450.00

Commissioner Riveland **MOVED** consent to the consent agenda and file the file items. Commissioner Hamilton **SECONDED**. Discussion – Commissioner Crago explained that the cooperative agreement is an annual agreement. This is a reimbursement to the county for the sanitarian to do licensed establishment inspections. This will be for the year of 2021 and inspections done during this year. There will be an agreement for the year of 2022. Commissioner Hamilton stated that the reimbursement depends on the type of permit. There were over 100 inspections conducted. Commissioner Crago noted that Shannon Fisher has recently been hired as the county sanitarian in training. Motion passed unanimously.

REGULAR BUSINESS **Absarokee Sewer**
A) Loan disbursement report for Draw #20 in the amount of \$116,735.00. Commissioner Hamilton **MOVED** to approve the loan disbursement report for Draw #20 in the amount of \$116,735.00. Commissioner Riveland **SECONDED**. No discussion. Motion passed unanimously.

Planning/GIS
A) Resolution 2021-33 Exhibit A adopting development regulations fee schedule. Commissioner Riveland **MOVED** to approve Resolution 2021-33 Exhibit A adopting development regulations fee schedule. Commissioner Hamilton **SECONDED**. Discussion – Commissioner Crago that this fee schedule is new. It was posted in the paper and there were public hearings conducted regarding the fee schedule. This goes with the new developmental regulations. This is for the fees that are assessed for developments. Motion passed unanimously.

B) Montana land information action grant agreement between Stillwater County & Montana State Library, county match at \$3750.00 Commissioner Hamilton **MOVED** to approve the Montana land information action grant agreement between Stillwater County & Montana State Library, county match at \$3750.00. Commissioner Riveland **SECONDED**. Discussion – Stephanie Ray stated that Brendan Wiltshire and herself applied for a grant through the Montana State Library. The grant was awarded and will be used to pick up additional geospatial points in the county. This is a three-year grant that needs to be applied for yearly. The first area of focus will be the northern part of the county. This will reorient the GIS database layer. The datapoints for the county in the cadastral site are shifted significantly south. The state has recognized the need for the county to reorganize our data points. At the end of the three-year cycle, all of the GIS databases will be solid. Commissioner Hamilton noted that the grant amount is \$21,359.00 and the county match is in addition to that amount. The county originally applied for an \$18,000.00 grant and received a \$25,000.00 grant. Motion passed unanimously.

Commission

A) Resolution 2021-32A Resolution amending 2021-32 Commissioner Districts following the 2020 Federal Census. Commissioner Riveland **MOVED** to approve Resolution 2021-32A Resolution amending 2021-32 Commissioner Districts following the 2020 Federal Census. Commissioner Hamilton **SECONDED**. Discussion – Commissioner Crago explained that the first resolution referenced the 2021 Federal Census and it is actually the 2020 Federal Census. This is to correct a clerical error, nothing else has changed. Motion passed unanimously.

B) RFP for on-call engineering services. Commissioner Hamilton **MOVED** to approve the RFP for on-call engineering services. Commissioner Riveland **SECONDED**. Discussion – Commissioner Hamilton explained that Great West Engineering is currently providing on-call engineering services for our road and bridge projects. The contract for these services expires January 1, 2022. This is an RFP for on-call engineering services for other firms interested in providing these services. Packets will be accepted until January 10, 2022 at 4:30p.m. and they will be opened on January 11. This was last done five years ago. Motion passed unanimously.

C) Tax Appeal Board appointment for a three-year term expiring April 2025. Commissioner Riveland **MOVED** to approve a Tax Appeal Board appointment for a three-year term expiring April 2025. Commissioner Hamilton **SECONDED**. Discussion – Commissioner Crago stated that Scott Waltner will be the new board member. Motion passed unanimously.

City/County Airport

A) Approval of CIP engineering recommendation for t-hanger project. Commissioner Hamilton **MOVED** to approve the approval of CIP engineering recommendation for t-hanger project. Commissioner Riveland **SECONDED**. No discussion. Motion passed unanimously.

PUBLIC COMMENTS ON COUNTY BUSINESS – Commissioner Crago stated that he has no intention of running for County Commissioner for District 2. Commissioner Crago further stated that he is going to pursue other options.

With no further comments heard the meeting was adjourned at 9:12 a.m.

APPROVED BY: /s/ Mark Crago, Commissioner Chairman

ATTEST: Heidi L. Stadel, Clerk and Recorder